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Adult Education Division

H. Councill Trenholm State Community College offers GED preparation services in Bullock, Elmore, Macon, and Montgomery counties. Trenholm State offers flexible class times to meet the needs of the College's service area.

Adult Education classes are available at no charge to persons who did not complete high school or who are functioning below a high-school level. Individuals interested in adult education must be at least 17 years of age and not enrolled in high school. The program services lower level learners and higher-level learners preparing to take the General Education Development (GED) exam for high school equivalence. Trenholm's program is designed to offer opportunities for students to enhance basic skills in language, math, science, social studies, reading, writing, and computer literacy. The program also offers services to non-English speaking adults by affording them the opportunity to attend English as a Second Language (ESL) classes. Other adult education services include a self-study program, GED Prep Online and the WorkKeys® Assessment, a system that measures "real-world" skills critical to job success. Persons interested in adult education programs or services should contact the administrative office at 334-420-4348 or 334-420-4351 to speak with a staff member about classes and other opportunities.

GED Testing

H. Councill Trenholm State Community College is an official GED State Test Center. Two forms of identification are required: a state-issued picture I.D. and a social security card. The minimum age to take the GED Test is 17. AN APPOINTMENT IS REQUIRED TO TAKE THE GED TEST. To schedule a GED test date, please go online to www.ged.com to register, pay and select a test date that is convenient for you.

Continuing Education

The vision of the Continuing Education Division at Trenholm State Community College is to become the preferred provider for workforce development training, professional development and community service.

The mission of the Continuing Education Division is to deliver quality, relevant workforce education, professional development, and personal enrichment training that will enhance the quality of life for individuals.

The purpose of the Continuing Education Division is to extend the resources of Trenholm State Community College and provide programs and services with an emphasis on work skills upgrade, work-related training, or personal development in response to business, industry, and community needs.

Non-Credit Continuing Education courses are:

- Credit-free, test free and grade free

- Offered during the day, evening and weekends
- Offered in many different time spans, from a few hours to six to eight weeks
- Open to all age groups

For more information, visit www.trenholmstate.edu or call (334) 420-4240.

Testing Services

The following testing services are available at H. Councill Trenholm State Community College. Please call the numbers listed below for additional information.

Commercial Driver's License Road Test
420-4409

Certified Electronic Technician (CET)
420-4284

High School ACT Exams
420-4256

National Radio and Telecommunication Engineers
Class I, II, III & IV Electronic Technician Testing
420-4284

Federal Communications Commission (FCC)
GRE License Testing
420-4284

EPA Refrigerant Recovery Exam
420-4361

ACCUPLACER Testing
420-4326

CARCAM

Consortium for Alabama Regional Center for Automotive Manufacturing (CARCAM) consists of a group of eleven two-year colleges in the Alabama Community College System, all working to meet the demand for trained workers in the automotive manufacturing industry. These colleges operate the CARCAM program through a National Science Foundation funded grant program. As one of these eleven colleges, TrenholmState recruits students for careers in automotive manufacturing and other automated manufacturing related careers, supports professional development at the secondary and postsecondary levels, promotes instructional programs for new and incumbent technicians, and offers a seamless career path from high schools into two-year college programs. Courses are developed with ongoing industry input. Additionally, CARCAM allows students to experience diverse career options in automotive and automated manufacturing through Science, Technology, Engineering, and Math (STEM) Camps at all eleven colleges.

Ready-to-Work

The Ready-to-Work Program provides participants with basic skills and competencies that are required for quality employment with most businesses and industries in Alabama. Successful completion of this program results in the award of an Alabama Certified Worker Certificate. Participants in the program must meet certain eligibility requirements. For information, call (334) 420-4400.

Student Success Center

This Student Success Center (SSC) is designed to provide a range of services to include tutoring, counseling, mentoring, faculty/staff awareness activities, career services, collaboration and resource sharing and academic support services.

The mission of the Student Success Center (SSC) is to provide a consolidated and integrated center to enhance the academic development of students and reinforce the student-centered learning environment at Trenholm State. With an emphasis on academic readiness skills and best practices, the SSC is committed to student persistence and graduation from the institution. Furthermore, through proactive, intrusive and innovative solutions, the Student Success Center provides opportunities for students to achieve learning goals and develop as life-long learners.

Work Ethics

TrenholmState adopted the Work Ethics Program to expose its students to current practices in work ethics. The program supplements a strong Community and business curriculum to assist in placing TrenholmState graduates among the model employees sought by local, national, and global businesses and other organizations.

The Work Ethics Program addresses ten key areas: attendance, character, teamwork, appearance, attitude, productivity, organization, communication, cooperation, and respect. Students complete various modules and workshops that help demonstrate the behaviors sought. Also, each focus area is presented to students on both campuses through electronic messages, media screen reminders, and freshman class sessions where students engage in exercises and discussions.

TrenholmState adopted this Program from the Georgia Department of Community and Adult Education, but tailored it to fit its own culture and environment. To ensure a thorough assessment of the program outcomes, an inter-departmental team has been assigned to work with the Work Ethics Program to evaluate the target goals, critical success factors, total involvement, and continuous improvement mechanisms.

Title III Program

The Title III Part B, Strengthening Historically Black Colleges and Universities Program is funded by the U. S. Department of Education and is one of many initiatives funded by the federal government as part of a mission to ensure equal access to education and to promote educational excellence for all Americans. The purpose of

the program is to provide financial assistance to strengthen the physical plants, financial management, academic resources, and endowments of HBCU institutions, so they may continue to participate in fulfilling the goal of quality in educational opportunity.

Training for Existing Business & Industry

Training for Existing Business and Industry (TEBI) assists businesses and industries, on a cost-sharing basis, by providing needs-based assessment services to identify training needs and by offering customized courses, workshops or seminars that meet their employees' specific needs. This specialized training may be conducted at the business/industry facility or on campus at a time that is convenient to employees. For further information contact the TEBI Coordinator at (334) 420-4400.

Upward Bound

The Upward Bound Program, funded by the U.S. Department of Education, is designed to assist high school students in graduating from high school and preparing for success in college. Upward Bound offers students ongoing support and a wide variety of opportunities to gain experience and skills. Opportunities include academic classes, life skills, mentoring, volunteer community participation, 4-H enrollment, cultural events, college assistance, ACT preparation, and tutoring. For more information, contact Ms. Geneva Patterson, Trenholm State Community College Upward Bound program, on the Trenholm Campus at 334-420-4330.